

Sign Permits

The Baker City Planning Department wants to help new businesses make a great first impression!

Before ordering or posting signs, new businesses in Baker City require a Sign Permit. The Baker City Development Code (Section 3.5) has parameters for design, size, location, and number of signs, so it's a good idea to first meet with Planning Staff to find out requirements for your property/zone.



When submitting, include sign dimensions (width, length, height from ground, total square footage), a rendering of the proposed design (including color, type, materials used), any electrical or mechanical specifications, location of the sign in relation to buildings and setbacks. This information can be provided on the application and/or in a site plan format.

We will need the landowner(s) signature on the application.

Sign Permits typically take a minimum of one week to process. During our busy building season, applications can take several weeks, so we encourage you to submit early. If you are in the Historic District, please be advised that you will also be required to apply for approval from the Historic Design Review Commission.

The Sign Permit application is available at our office or online at: <http://www.bakercity.com>. The fee is \$40.

If you have any questions about the process or your application, please give us a call at 541-523-8219. You can also reach us by email us at planning@bakercounty.org or stop by our office in the basement of the Baker County Courthouse. We are open from 8am-5pm.

We look forward to seeing you soon!

BAKER CITY-COUNTY PLANNING DEPARTMENT



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